

## V. SPECIAL REQUIREMENTS AND CONSIDERATIONS

**Minimum Requirements (unless indicated otherwise, the applicant must submit copies of all documents with the application in order to be evaluated)**

- Applicant must submit current State documents:
  - current State business license.
  - fishing guide registration.
  - required State of Alaska licenses, permits, and registrations for all river guides/employees who will be conducting sport fishing guiding activities as part of the proposal.
- Applicant shall show proof of liability insurance (\$300,000 each occurrence, \$500,000 aggregate) with the U.S. Fish and Wildlife Service named as co-insured, prior to issuance of the special use permit. Insurance does not have to be purchased prior to applying.
- Applicant or camp manager must possess a current first aid and CPR certification prior to issuance of the special use permit, and maintain currency through the authorized use period.
- Applicant must submit an affidavit signed by the applicant that affirms the applicant's financial ability to perform according to the operations plan.

### Annual Coordination Meetings

Permittees are encouraged to attend end of season meetings in communities closest to guiding operations. Participants should include Service representatives, guides operating in related Unit or Units, and local residents. The purpose of these meetings are to review the season's operations, discuss and resolve any conflicts that may have arisen, and discuss any changes that may be needed for the coming season.

### Use Record and Fees

Fees are required for commercial use of refuge lands. Holders of special use permits awarded under this prospectus will be required to pay a one time \$100 administrative fee, annual reserved site fees (if applicable), and client use day fees in accordance with regional policy.

Client Use Fees are based on the type of commercial activity and actual client numbers. For the purpose of determining use fees, "client use days" are defined as one calendar day (24 hours), or portion thereof, for each client using the refuge.

Per our Regional Policy RW-7(a), Revised Special Use Permit Fees for Commercial Guiding, Outfitting, and Transporting Operations on National Wildlife Refuges in Alaska, client use day fees are to be adjusted every three years based on the Department of Commerce Implicit Price Deflator Index (IPDI). Currently all guided sport fishing operators are charged \$2.25 per client

use day. Fees may be adjusted prior to the 2004 season. The policy also includes a provision to increase reserved land site fees from a \$100 flat fee to a fee based on fair market value after completion of fair market analysis surveys. The Service has not completed these surveys. We cannot tell you what your fees will be until the surveys are completed, but we expect most reserved site fees will increase. Until the surveys are completed, we will continue to charge the \$100 flat fee for reserved land sites. Reserved land site fees only apply to offering number 1 where a motorboat base camp on refuge lands is used.

The holder shall be required to furnish to the Refuge Manager a report for the current year showing the actual number of client use days, and the number of each species caught and harvested, before November 1 of each calendar year. This report shall be certified by the permit holder as being complete and accurate. The holder will also provide the specific information on the holder's activities requested in forms attached to the special use permit (see Appendix B).

#### Performance Evaluations

Permit holders will be checked periodically to determine compliance with permit conditions, operating plans, and care and protection of refuge resources. Evaluations will be based upon compliance inspections, discussions with clients, etc.. The permit holder will be advised of the evaluation, deficiencies and any legal or administrative actions resulting from the review.

#### Total Allowable Use

The Service anticipates use allowed under a special use permit will remain the same throughout the time period authorized in the permit, but it is not guaranteed. Use may be adjusted at any time by the Service, if necessary, due to regulation changes, subsistence needs, other environmental effects, or management needs which may warrant adjustment.

#### Change in Type/Location of Service

If a holder is selected through this prospectus to provide a given type of service, the holder is restricted to that type of service. A holder will not be able to significantly change the type or location of service or proposed operations until the term of the permit issued under this prospectus expires. Any change to the permit holders operation plan must be approved by the Refuge Manager.

#### Obligation of Use

Holders of permits are obligated to do all in their power to provide the public with the service authorized. External factors outside the control of the holder such as the general guiding market, economic fluctuations and weather may have an adverse affect on the ability of the holder to make full use of the assigned use. Where such factors can be determined in advance, the holder shall give written notification to the Service sufficiently in advance of such use to allow waiver of the holder's obligation to exercise all or part of the assigned amount.

### Sublease

Permit holders can not sublet any part of an area and are prohibited from subcontracting clients with any other guide without prior authorization from the Refuge Manager.

### Ownership/Authorization

If the applicant is other than an individual, (e.g., corporation, partnership, or other type of business), the application must include proof of ownership including the names of all corporate officers and all major stock holders (if applicable). This information must be in sufficient detail for the Service to be able to clearly determine who the controlling interest is. (See III. DEFINITIONS - Controlling Interest)

### Fuel Storage

Guidelines set forth in the Regional Fuel Storage Policy R7-2 will be required of Permittees. Copies of the policy are available from the Refuge Manager upon request.

### General Terms

The government reserves the right not to award portions of some or all use areas being offered; extend the date for receiving proposals; and reject any or all proposals.

Applications containing false information may be rejected by the Service. If a permit has been issued under false application, it may be terminated at any time.

Permits are awarded based solely on the information submitted with the original applications. The Service reserves the right to contact applicants of any offering for additional information or to evaluate other sources of information prior to award.

All commercial uses of refuge land, improvements and resources, are designated "special uses" and must be approved by an authorized officer (50 CFR 29.1). Successful applicants will be issued special use permits authorizing and governing occupancy and use under the National Refuge System Administration Act (16 U.S.C. 668dd-668ee) and the Refuge Recreation Act (16 U.S.C. 460k-3). Permits issued in response to this prospectus will only authorize commercial sport fish guiding activities. Conducting other commercial activities (i.e., incidental guiding for small game/waterfowl hunting) will be prohibited without the prior written approval of the Refuge Manager.

Any oral statement by any representative of the Government, modifying or changing any conditions of this prospectus is an expression of opinion only and confers no right upon any applicant.

In the event that a contradiction exists between conditions in the prospectus or sample permit and the conditions in the holder's special use permit, the conditions in the holder's special use

permit will govern.

All costs incurred by the applicants for items submitted for this prospectus shall be the sole responsibility of the applicant.

#### Freedom of Information Act

All proposals submitted in response to this prospectus will be disclosed by the Department of the Interior to any person upon request pursuant to the Freedom of Information Act. The Service believes that it is not necessary for applicants to provide trade secrets or confidential commercial or financial information when completing their proposals. Therefore, inclusion of such information is highly discouraged. However, if the applicant chooses to include commercial or financial information in the application which the applicant believes to be exempt from disclosure under the Freedom of Information Act (5 U.S.C. 552), the cover page of each copy of the proposal shall include an attachment with the following statement:

"The information specifically identified on pages \_\_, \_\_, \_\_, etc., of this proposal constitutes trade secrets or confidential commercial and financial information which the applicant believes to be exempt from disclosure under the Freedom of Information Act. The applicant requests that this information not be disclosed to the public, except as may be required by law."

The applicant shall also specifically identify trade secret information and confidential commercial and financial information on the page of the proposal which it appears and shall mark each page with the following legend:

"This page contains trade secrets or confidential commercial and financial information which the applicant believes to be exempt from disclosure under the Freedom of Information Act and which is subject to the legend contained on the cover page of this proposal."

In the event of a request for documents under the Freedom of Information Act, the burden will be on the applicant to establish that the information he/she requests to be withheld as a trade secret, or as privileged commercial or financial information, qualifies for nondisclosure under the Freedom of Information Act. Information included in the proposals relating to personal privacy such as social security numbers, home telephone numbers, certain items in law enforcement reports, etc. is protected under the Freedom of Information Act and the Privacy Act and will automatically be withheld.

## VI. SELECTION OF SUCCESSFUL APPLICANTS

All properly completed proposals received by the due date will be evaluated by a panel comprised of Service employees. Permit holders will be selected from proposals based on an evaluation to determine which applicants, in the judgement of the Service, are best qualified to provide the services offered consistent with Service legal mandates and management objectives. The highest ranking applicant(s), using the following criteria, will be awarded the

permit(s) for the use area. In the event of a tie, the total points for the three, 30-point criteria categories will be used to break the tie. If the total points for the top three categories are the same, a lottery will generally be used to determine which applicant is awarded the permit. However, the selecting panels at their discretion may use personal interviews when there is a tie to determine which applicant is awarded the permit.

The evaluation will be based on the following criteria (190 points total):

1. Demonstration of applicant's<sup>1</sup> experience in this or related fields and the qualifications possessed to best meet the public need. Include experience in Togiak National Wildlife Refuge and in the management units in which guiding services are proposed. Consideration will be given regarding an applicant's previous performance while operating under permits (i.e., compliance with terms of a permit, prompt fee payment, reasonable record keeping and reporting). (30 points)
2. Knowledge of the refuge resources, including the fisheries, wildlife, subsistence uses, etc.. (30 points)
3. Ability to provide a high quality guiding service to the public. The proposal(s), in the opinion of the Service, is/are compatible with existing management direction for the area and provides the best service to the public. (30 points)
4. Impacts of the proposed operation on other refuge visitors, including subsistence users and local residents. Specific consideration will be given to an applicant's proposed methods for preventing conflicts. (20 points)
5. Impacts of the proposed operation on refuge resources. Knowledge of and experience in using minimum impact outdoor skills including, but not limited to, clean bear proof camp set-up and maintenance (if camping is proposed), campfire policy, human waste disposal, trash disposal, outdoor ethics, food storage, catch and release methods, and fish cleaning and disposal methods. (20 points)
6. Safety of the proposed operation including pertinent experience, qualifications, and training of each of the guides and/or boat operators who will operate on the refuge as part of the proposed operation. This should include, but not be limited to, their ability to provide for the general safety of clients, provide for medical emergencies, as well as, their capability to provide adequate equipment and accessories and their ability to meet and maintain all applicable Federal, State, and local requirements for the entire operation proposed (e.g., Federal Aviation Administration and State requirements). (20 points)

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<sup>1</sup> If the applicant is not an individual, (e.g., a corporation), the evaluation will be based upon the experience of the person(s) who directly manages the guiding business (see Form A for details).

7. History of compliance with State and Federal fish, game, guiding, and permitting requirements, laws, and regulations. (20 points)
8. Demonstrated knowledge and ability to effectively communicate information about Togiak National Wildlife Refuge, it's goals and objectives, public use management, the specific management unit, and, where appropriate, wilderness values and management. (20 points)

## VII. INSTRUCTIONS: HOW TO SUBMIT PROPOSALS

All proposals must be submitted in writing to:

Refuge Manager  
Togiak National Wildlife Refuge  
P.O. Box 270  
Dillingham, Alaska 99576

**All proposals must be postmarked by October 28, 2003 or hand delivered to the Refuge Manager by 4:30 p.m., Alaska Standard Time, October 31, 2003. An original and two copies of the complete application package(s) must be submitted for each offering.**

Proposals must be submitted in sealed envelopes and must be signed by the individual submitting the proposal. Each sealed envelope shall be clearly marked "**Togiak Refuge Guiding Proposal.**" Each package should be marked with the name, address and telephone number of the applicant. Applications mailed must be sent by certified or registered mail, return receipt requested.

**Incomplete proposals will not be returned to the applicant for more information.** Material submitted with the proposals will not be returned to the applicant. All proposals must be legible, either neatly printed in dark ink or typed. **Proposals received after the above deadline will be considered late and will be returned to the sender without evaluation.**

The following instructions are provided to help you in completing the enclosed forms in Section VIII. **The Service will not accept any form of proposal except as specified in the format under Section VIII.** Elements of the proposal may be incorporated as conditions of the special use permit.

Proposals shall include:

Cover Sheet. By signing this form, the applicant attests that all information provided with the application is true and complete and authorizes the Service to verify any information provided. The form also contains a checklist for the applicant to verify that all required forms have been completed and are attached.

Application for Offering. Enclose the applicable application form(s) for each Offering applied for.

Form A - Proposed Operations Plan. Information on this form should describe the full service offered to the public, even if only a portion of that service is on the refuge. Impacts to wildlife resources, other Refuge resources, and other Refuge users will be evaluated using the information provided. Instructions on the form indicate the information required. All services which may influence the visitor's experience should be included.

Form B - Guiding History - General Experience & Specialized Experience in Refuge Units. Information on this form should demonstrate the applicant's ability and experience in this or related fields and that they possess the qualifications required to best meet the public need. Information on this form should include the applicant's experience, if any, for specific management units within the refuge. All past experience operating under Service or other agency special use permit(s) must be listed.

Form C - Knowledge of Resources & Togiak National Wildlife Refuge. Information on this form should demonstrate the applicant's knowledge of important refuge resources. The applicant should also demonstrate knowledge of the Service, specifically the Togiak National Wildlife Refuge, the purpose for which it was established and goals and objectives. The applicant should address how this information would be communicated to their clients.

Form D - Ability to Provide a High Quality Sportfishing Guiding Service. Use this form to describe your ability to provide a high quality and available guiding service. Guiding philosophy, educational curriculum, educational affiliation, employee/client training and/or orientation etc. should be discussed on this form.

Form E - Ability to Minimize Impacts and Avoid Conflicts. Information on this form will be used to determine what impacts the proposed operation will have on the refuge (including wilderness character within the Wilderness), other refuge users especially subsistence users, and refuge resources including fish and wildlife.

Form F - Safety Record and Training. Use the enclosed form to describe the experience, qualifications and training of the guides and/or boat operators serving the public. Information on this form will be used to evaluate your past safety record and your ability to provide clients with a safe experience.

Form G - List and Description of Property, Equipment, and Accessories. Applicants must demonstrate that they will be able to meet all applicable Federal, State, and local requirements pertinent to their full operation. Applicants must also be able to demonstrate that all the equipment and accessories proposed for use in the operation are safe and adequate for the public.

Form H - History of Violations. Applicants must complete the enclosed form by describing any violations of Federal, State or local fish (including commercial fishing), game or guiding rules; special use permit terms; regulations and/or laws received by the applicant or any of his/her employees since October 28, 1993.

Form I - Evaluation of Client References. Applicants must provide a list of all clients for the past three years. Clients will be randomly selected and may be contacted by the Service for references to evaluate the quality of your past services.

## VIII. INFORMATION REQUIRED

Please read the following forms carefully. Additional information relative to the questions



found in these forms can be found in Section V. Be sure to provide in written form the information requested under each element in the format specified. **Additional pages should be used if extra space is needed (use copies of or the same format as the continuation sheet form provided in Appendix A).** Information beyond the minimum requested will be evaluated. All information is subject to verification by the Service and additional supporting data may be required. **Be sure to retain a copy of the application for your records.** The Service is under no obligation to return applications.

TOGIAC REFUGE SPORT FISH GUIDING PROSPECTUS - UNIT 9, 2003  
APPLICATION COVER SHEET

I certify that the information furnished is true and complete to the best of my knowledge and belief. I authorize the U.S. Fish and Wildlife Service to verify the information furnished herewith.

BY: \_\_\_\_\_  
(Sign in ink as typed or printed below) (Individual Responsible for Activities)

\_\_\_\_\_  
(Type or print full name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Doing business as)

\_\_\_\_\_  
(Social Security Number)

\_\_\_\_\_  
(Date)

Permanent mailing address

Summer Address (if different)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone Numbers:

Telephone Numbers:

Daytime \_\_\_\_\_

Daytime \_\_\_\_\_

Evening \_\_\_\_\_

Evening \_\_\_\_\_

**Enclosed are one original and two copies of the Following Forms:**

**Forms A through I Must be Submitted**

**Submit at least one Application**

- \_\_\_ Form A - Proposed Operations Plan
- \_\_\_ Form B - Guiding History
- \_\_\_ Form C - Knowledge of Resources
- \_\_\_ Form D - Ability to Provide a High Quality Guide Service
- \_\_\_ Form E - Ability to Minimize Impacts and Avoid Conflicts
- \_\_\_ Form F - Safety Record and Training
- \_\_\_ Form G - List and Description of Property and Equipment
- \_\_\_ Form H - History of Violations
- \_\_\_ Form I - Evaluation of Client References

- \_\_\_ Application for Offering 1
- \_\_\_ Application for Offering 2

## APPLICATION FOR OFFERING NUMBER 1

### **Offering Number 1: Guided Motorboat Based Sport Fishing - Upper Kanektok River (Unit 9)**

- Term of the permits: **January 1, 2004 through December 31, 2008 (5 years)**
- Permit(s) is/are offered for guided motorboat based sport fishing on the Upper Kanektok River. A maximum of two base camps for motorboat based operations will be authorized. A total of 24 people at one time and a maximum of six boats will be authorized between the two base camps. Single boat capacity will be limited to no more than two clients and one guide. Facilities at these camps will conform to wilderness management standards established by the Service (e.g. generators, chain saws and other motorized equipment is not allowed).
- Is this application dependent upon approval of an application made for another Offering?  
\_\_\_\_\_ If yes, state which application needs to be considered with this one.

Applicant's Name \_\_\_\_\_

## APPLICATION FOR OFFERING NUMBER 2

### **Offering Number 2: Guided Float Boat Based Sport Fishing - Upper Kanektok River (Unit 9)**

- Term of the permits: **January 1, 2004 through December 31, 2008 (5 years)**
- Permit(s) is/are offered for guided float boat based sport fishing on the Upper Kanektok River. Maximum guided float party size will be 12 people (includes guides, clients, pilots, etc.) using a maximum of four rafts. Guided float trips will be scheduled in advance and are based on an every other day start. Start dates are listed below and will be awarded starting with the highest scoring applicant.
- From June 15 through September 15, camping (other than authorized base camps) on refuge lands within 1/4 mile of the Kanektok River is limited to three consecutive days at one location. After three consecutive days, camps must be moved a minimum of one mile. In order to reduce congestion at the Kagati Lake outlet, camping is limited to one night per party at that location. Extended stays (up to three nights) are permitted away from the outlet.
- Is this application dependent upon approval of an application made for another Offering? \_\_\_\_\_ If yes, state which application needs to be considered with this one.

Number of float trips requested \_\_\_\_\_

Minimum number of float trips acceptable \_\_\_\_\_

Earliest start date you would accept \_\_\_\_\_

Latest start date you would accept \_\_\_\_\_

Start Dates:

June 28, 30

July 2, 4, 6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26, 28, 30

August 1, 3, 5, 7, 9, 11, 13, 15, 17, 19, 21, 23, 25, 27, 29, 31

September 2, 4, 6, 8, 10

Applicant's Name \_\_\_\_\_

## FORM A - Proposed Operations Plan

Provide in narrative form a description of the services you propose to offer. Be sure to explain the services for each offering for which you are applying. This narrative should address at a minimum, the type and extent of services, including:

- Dates of operation;
- Trip itinerary(s)
- Fish species and method of fishing proposed;
- Maximum number of clients proposed annually; note: This should not exceed the number per day, week, season outlined in the prospectus.
- Number/type/location of temporary campsites (marked on USGS 1:63,360 scale maps)
- Minimum impact provisions (including human waste and garbage) and fire prevention methods.
- Access points and mode(s) of transportation proposed within the area.
  - access points to be used (mark on USGS 1:63,360 scale maps).
  - number, type, capacity and use of watercraft:
  - number, type, capacity and use of Aircraft
  - location of boat storage sites to be used
- Length of trips and percent of each trip that will be within the refuge
- Do you have private property associated with offered services?
- Services provided by others (referral of clients, transportation, food services, etc., give specific details)

Additional information will be considered.

***Attach additional sheets as necessary***

Applicant's Name \_\_\_\_\_

## FORM B - Guiding History

Please list the number of years you or your business (under current management) has operated under Service Special Use Permit on the Togiak National Wildlife Refuge or on other Federal, State, or private lands. Copies of the permit for each year of guiding should be attached to verify your guiding history. Also indicate the number of use days authorized and used at these locations each year. Guiding experience on other than refuge lands will also be considered and should be detailed as above with a copy of the permit (if any) attached.

For each section, describe the number of years of experience, guiding service(s) provided, locations used, etc. If the experience described is for more than one person, use a separate form for each person and list the name of the person.

- Experience under permit guiding within Togiak National Wildlife Refuge
- Experience guiding within or adjacent to the Togiak National Wildlife Refuge where a permit was not required
- Experience under permit guiding on other National Wildlife Refuges
- Experience under permit guiding on other areas
- Experience guiding in other areas where a permit was not required
- Experience, other than guiding, that you believe is relevant

*Attach additional sheets as necessary*

Applicant's Name \_\_\_\_\_

### **FORM C - Knowledge of Resources & Togiak National Wildlife Refuge**

Briefly describe your knowledge of refuge resources and wilderness values (including at least fisheries and wildlife), their uses (including subsistence uses), the specific refuge planning units for which you are applying, and how you obtained this knowledge. Be specific and include the names of persons with the knowledge if this application is on behalf of a corporation not an individual.

The applicant should also demonstrate their knowledge of the Service, specifically the Togiak National Wildlife Refuge, the purpose for which it was established and goals and objectives and how this information would be communicated to their clients.

*Attach additional sheets as necessary*

Applicant's Name \_\_\_\_\_

### **FORM D - Ability to Provide a High Quality Guiding Service**

Provide in narrative form a description of the service(s) you propose to offer. Be sure to explain the services for each offering which you are applying. This narrative should address at a minimum, the type and quality of services, including:

- Business practices including: proposed client rates; payment options; reservation, cancellation and refund policies; and acknowledgment of risk forms. Submit current advertisement leaflets, client price lists, contract forms, business charter, promotional material, or other literature which you have that reflects your business practices
- Mode(s) of transportation proposed within the area
- Guide/client ratio per trip
- Provisions for physically impaired clients
- Describe drinking water supplies and method of treatment (if appropriate)
- Methods and facilities for food, fish, and gear storage
- Description of temporary camps (if appropriate)
- Type(s) of visitor briefing or interpretive/educational program
- Describe your knowledge, experience and ability to teach fishing, and catch and release techniques (if applicable).
- Describe any Refuge, wildlife, wilderness, natural history, or educational aspect of your operation that aligns it with Refuge information and education goals.

Additional information will be considered.

***Attach additional sheets as necessary***

Applicant's Name \_\_\_\_\_



## **FORM E - Ability to Minimize Impacts and Avoid Conflicts**

Please examine your proposed operation and state how you will minimize impacts such as crowding, noise, conflicts with subsistence users, as well as resource damage within the refuge. At a minimum, please address your ability to minimize impacts regarding the following:

- Other user groups (noise, crowding, etc. )
- Campsites, camp maintenance and campfire safety (if applicable)
- Human waste and garbage disposal
- Bear avoidance
- Fish cleaning and disposal
- Subsistence users
- Fuel storage (number of gallons proposed to be stored and type of containment -if applicable)
- Refuge resources
- Wilderness values
- Stream bank protection
- Fish mortality (methods and tackle used for catch and release fishing)

Additional information will be considered.

***Attach additional sheets as necessary***

Applicant's Name \_\_\_\_\_

## **FORM F - Safety Record and Training**

Provide information on hiring standards, training program and employee's abilities to carry out the service(s) proposed. This information should include pertinent experience for guides, pilots, boat operators, etc. Additional information can be offered regarding the ability of the employer and/or their employees which may demonstrate additional or unique values of the proposed operation to the public.

- List all safety accidents, violations, and safety related enforcement actions involving your guiding operation that have occurred since October 28, 1993
- Submit reports from the Federal Aviation Administration (FAA), U.S. Coast Guard (USCG), and State of Alaska Department of Public Safety for all safety violations and/or accidents involving you or your guiding operation that have occurred since October 28, 1993. Please request this information early to ensure your proposal will be complete. If records cannot be obtained from the agency involved, describe the violation/accident in detail and provide the name and telephone number of the person you contacted who informed you that the record could not be provided. You should not submit reports if you do not have any accidents, violations or enforcement actions. Agencies typically do not provide reports unless there is an incident on record.
  - FAA reports may be obtained by writing a letter to FAA, Aviation Data Systems Branch, P.O. Box 25082, Oklahoma City, Oklahoma 73125, Attention: AFS 620. The letter must include the full name of the person the records are being requested for, certificate numbers, return address, stipulation that you request records for accidents, incidents and enforcement actions occurring since October 28, 1993, and be signed. You may call (405) 954-4173 if you need further information. A minimum of ten working days is required to receive this information.
  - Information on how to obtain USCG reports may be received by calling the 17th Coast Guard District legal office at (907) 463-2050. The address is: Commander (dl), 17<sup>th</sup> Coast Guard District, P.O. Box 25517, Juneau, Alaska 99802-5517.
  - Department of Public Safety reports may be obtained from any State Troopers office (a personal visit may be required).
- List all safety related training that you or your employees have taken (e.g., advanced first aid, CPR, ETT, EMT, field survival, wilderness medicine, cold water survival, etc.). Give dates of training and indicate if certification is current (if applicable).
- Describe your emergency preparedness. List emergency communications equipment and address your plans, if any, in the event of mechanical failures, oil product spills, or other types of accidents/incidents.
- Describe methods of bear protection and familiarity with camping, cooking, fishing (and

fish cleaning), and trash management in brown bear habitat.

***Attach additional sheets as necessary***

Applicant's Name \_\_\_\_\_

### **FORM G - List and Description of Property, Equipment and Accessories**

- **Property:** Include a detailed description of any private lands (if any) which are to be used as part of your operation including a copy of the lease, contract, or other instrument that authorizes your use of private lands. Applicants who own facilities in the area which will be used to support their proposed operations plan should describe the facilities and submit written documentation for proof of ownership and date it was constructed/acquired. Also submit a USGS topographical map with the location of the facilities marked.
- **Equipment and Accessories:** This information should be presented in tabular or narrative form and should list quantity, quality, age and type of equipment such as aircraft, boats, other vehicles, radio equipment, major camp equipment, first aid equipment, survival equipment, and other accessories which are available for use in the proposed operation. Indicate if equipment meets applicable Federal, State or local regulations (e.g., FAA, USCG) and provide all applicable boat or plane registration numbers.

*Attach additional sheets as necessary*

Applicant's Name \_\_\_\_\_

## FORM H - History of Violations

- Since October 28, 1993, have you, any of your current or proposed business partners, or former employees while in your employment, been convicted of, forfeited collateral, pled nolo contendere, had your guiding license or privilege suspended, or been administratively penalized for violation of any federal, state, or local laws, regulations, or permit conditions, related to fishing (including commercial fishing), hunting, or any other activity related to guiding, or for any DWI offense? If yes, list each incident and give the name of the person, place of occurrence and name/address of the law enforcement agency and/or court involved (and provide explanation, if you desire).
- Are you, any of your current or proposed business partners or employees currently under charges for violation of any federal, or state laws, regulations, or permit conditions, related to fishing (including commercial fishing), hunting, or any other activity related to guiding, or for any DWI offense? If yes, list each incident and give the name of the person, place of occurrence and name/address of the law enforcement agency and/or court involved (and provide explanation, if you desire).
- Attach copies of official background reports documenting history of violations or convictions for yourself, and all current and proposed business partners associated with your guide operations. You and each of your business partners must obtain a copy of an "Any Persons Report" from the Alaska Department of Public Safety (i.e., Alaska State Troopers) and specify that hunting, fishing, and guiding related records are to be included in the report. These reports must be obtained in person and the cost for the reports is \$20. You must provide a copy of these background reports for yourself and all partners identified in your application to be considered for a refuge permit.

*Attach additional sheets as necessary*

Applicant's Name \_\_\_\_\_